

REQUEST FOR PROPOSAL (RFP) #4130-161 PMSS
REVISED QUESTION AND ANSWER SET (#1)
1/30/07

	Comment/Question	Response
19	Can California make available the database schema/table names/column names of the existing system?	This will be the responsibility of the System Integrator. Update: The CWS/CMS Entity Relationship Diagram is in the Bidder Library.
23	Would the State provide guidance regarding its definition of “full time”, e.g. the number of hours per year expected (see para 5.2.4a)?	Full time for one year will be considered at 2,078 hours. Update: The purpose for identifying the key personnel in terms of “full time” is to ensure that these personnel are available to the State on a fully dedicated basis in order to successfully complete the various tasks in 6.7 Task Requirements Details, and in the Bidder’s proposal, Exhibit S – Resource and Cost Plan, within scope and schedule. Additionally, an addendum (#1) will be released to further clarify this requirement.
25	The RFP requires four full time staff and does not address special staff augmentation. Can the Bidders propose additional part time staff with special qualifications to work on specific deliverables as long as the total effort is equivalent to 4 FTEs?	Yes. Update: An addendum (#1) will be released to further clarify this requirement.
38	What other procurements are planned over the next six months for the CWS/CMS project?	The PMSS contractor is not responsible for procurements for the CWS/CMS New System project during the next six months. Update: The upcoming procurements for the CWS/CMS project are: Independent Verification and Validation, Independent Project Oversight Consultant, and M&O Project Management Support.
40	Team Skill Cross Reference reflects the skill requirements for proposed contract staff. Item number 4 indicates that this experience is required of all staff classifications that are assigned project	This is up to the Contractor’s staffing organization. If project management tasks are only assigned to the Senior PM and the PM, then #4 only applies to those positions. Other positions would be in an advisory /support role for PM tasks.

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	management tasks. Is this requirement really intended for ALL proposed project staff (i.e., Fiscal/Administrative Analyst) or just the Senior Project Manager or Project Manager roles?	Update: An addendum (#1) will be released to further clarify this requirement.
42	How did OSI decide that the four key functional roles specified in section 5.2.4 "Project Team Organization" are required to deliver the services requested in the RFP? Was this determination based on the perceived skills that are required, or the perceived workload, or some combination of these, or some other metrics?	<p>These are classifications from the IT Master Services Agreement. The Contractor may propose a combination of staff that will satisfy the State's needs and the requirements of this SOW.</p> <p>Update: These are roles identified in the Planning Advance Planning Document for the CWS/CMS New System Project. The Contractor may propose a combination of staff that will satisfy the State's business needs and the requirements of this SOW.</p> <p>Additionally, an addendum (#1) will be released to clarify this requirement.</p>
50	Under Section 5.2.4 "Project Team Organization", a. Required Resumes, we would like to know if more than one candidate resume can be submitted for each role.	<p>Yes.</p> <p>Update: An addendum (#1) will be released to clarify this requirement.</p>
54	Aside from MS Project 2002, does OSI have any "standard" for PM process tools and/or CASE tools that are expected to be used in the CWS/CMS effort? If so, please delineate these.	<p>OSI currently has two Use Case and Requirements management tools: RequisitePro and SpeedDev.</p> <p>Update: OSI currently has two requirement management tools: RequisitePro and SpeedDev.</p>
63	Does the State include the Technical Lead and Fiscal/Administrative Analyst in the staff "assigned project management tasks" discussed in paragraph 4 of Section 6.9, Mandatory Staffing Requirements Detail? If not, are there mandatory staffing requirements for the Technical Lead and Fiscal/Administrative Analyst positions?	<p>Refer to response to Question #40: This is up to the Contractor's staffing organization. If project management tasks are only assigned to the Senior PM and the PM, then #4 only applies to those positions. Other positions would be in an advisory /support role for PM tasks.</p> <p>Update: An addendum (#1) will be released to clarify this requirement.</p>
67	Is there any expectation from the State regarding, which, if any, PM support services staff will be full time and whether these staff must physically	<p>The contractor may propose the staff and at what time commitment they feel appropriate for each task.</p> <p>Refer to response to Question #64.</p>

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	onsite?	Update: An addendum (#1) will be released to clarify this requirement.
68	Item number 5 requires at least one proposed Contractor staff to have a minimum of three (3) years FTE experience advising IT projects in the processes and procedures necessary to redevelop a large existing client-server application of a large-scale software development/system integration project, defined for this solicitation as a system with a minimum of 50,000 daily transactions, as a web-based service oriented architecture application. How will SOA experience be evaluated? Because SOA is relatively new and very few legacy systems have been redeveloped with SOA, we recommend this requirement be restated to make it an optional scored requirement, rather than mandatory.	<p>The requirement is for experience “advising IT projects in the processes and procedures”, not the implementation. Experience in the analysis and providing recommendations regarding SOA will fulfill this requirement.</p> <p>Update: An addendum (#1) will be released to clarify this requirement.</p>
86	Section 9 defines the evaluation criteria and states that bidders will be awarded up to 390 points for their Past Performance References and up to 390 points for their Pricing Proposal. There appears to be no evaluation points awarded for the “Task and Deliverables Approach” of the technical requirements section of the proposal. Will the State provide any additional guidance on expectations for the “Task and Deliverables Approach”? Is the State expecting detailed information for each deliverable even though there are no points awarded for this information?	<p>Section 6.3.9 states that the State expects Bidders to describe their approach to each task. The description should demonstrate understanding of the task. Detail would be developed in the Detailed Work plan.</p> <p>Update: An addendum (#1) will be released to clarify this requirement.</p>
89	Bidders are required to submit Standard Agreement 213, which identifies five attachments, only one of which, Attachment 2 is included. Does the State expect bidders to submit all five attachments, or only to acknowledge the other four?	<p>The State expects Bidders to submit all five attachments.</p> <ol style="list-style-type: none"> 1. The SOW is Section 6 of the RFP 2. Included 3. Printed from the indicated website 4. Printed from the indicated website 5. Developed by Bidder <p>Update: An addendum (#1) will be released to clarify this requirement.</p>

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92	Please clarify that the same FTE experience may be used to meet more than one RFP requirement. For example, if the proposed Senior Project Manager (req. #2) advised IT projects in redevelopment for three years (req. #5) during his/her seven years of providing PM services, these FTE years would meet both requirements.	<p>FTE, unless specifically itemized for a certain position (e.g. Senior Project Manager and Project Manager), can be met with a combination of resources.</p> <p>Update: In the example given in Question 92, three years of redevelopment experience during the seven years of providing PM services, can be applied to requirement #5.</p>
94	What names are to be provided in the Contractor Staff section of Exhibit O; all of the personnel who worked on the project or only those who are proposed on this RFP (#4130-161)?	<p>Only Contractor Staff proposed for this RFP.</p> <p>Update: On Exhibit O, if Contractor staff proposed for this RFP worked on the project listed on the Past Performance Reference, include the requested information about that staff. If no Contractor staff proposed for this RFP worked on the project, no information is needed in this section of Exhibit O.</p>